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[San Francisco Calif Budget Analyst]
UNIVERSITY OF CALIFORNIA

Memo to Finance Committee
December 11, 1991

Item 2 - File 7-91-13

Note: This item was continued at the November 6, 1991 Finance Committee meeting of October 23, 1991 with a request that the Budget Analyst review actual overtime costs included in documents presented to the Committee by a Municipal Railway employee.

Department: Municipal Railway (MUNI)

Item: Hearing to review the policies and procedures implemented at the Municipal Railway regarding employee overtime pay.

Description: According to Ms. Kathleen Kelly of the Public Utilities Commission (PUC), the MUNI does not have its own set of policies and procedures regarding employee overtime pay. Ms. Kelly stated that MUNI does follow, closely, the procedures specified in Section 18.13 of the San Francisco Administrative Code.

Section 18.13 (a) of the San Francisco Administrative Code specifies that no department appointing officer shall permit any employee to work overtime hours that exceed, in any fiscal year, 16 percent of the number of hours that the employee is regularly scheduled to work on a straight-time basis in that fiscal year. However, the appointing officer may, by written authorization, require or permit an employee to work overtime hours in excess of the 16 percent limitation.

According to Ms. Kelly, at MUNI, the General Manager, or in the absence of the General Manager, the Deputy General Manager, is responsible for authorizing overtime in excess of the 16 percent limitation. Ms. Kelly reports that the General Manager usually authorizes overtime exceeding the limitation to MUNI's vehicle maintenance employees.

Section 18.13 (b) specifies that transit operators and transit operator supervisors of MUNI are exempt from the limitation of overtime hours.

Section 18.13 (b) also states that the General Manager shall make a biannual report to the Board of Supervisors, which justifies the use of any excess overtime granted.

Comments: 1. Ms. Kelly reports that, since the overtime provisions of the Administrative Code were implemented in May of 1988, the MUNI has not submitted, on a continuing basis, biannual reports to the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

2. Ms. Kelly further advises that, not including overtime for Transit Operators, MUNI spent \$2.2 million on overtime in FY 1990-91. The maintenance staff accounted for approximately \$1.6 million of the total expenditures of \$2.2 million. Transit Supervisors and Station Agents account for the remaining \$600,000 in expenditures. According to Ms. Kelly, overtime for Transit Operators is included in the Transit Operators permanent salaries line item.

3. At the November 6, 1991, Finance Committee meeting, the Committee heard testimony regarding overtime from a MUNI employee, Mr. Michael Cheney, who also presented documents to this Committee supporting his statements. The Committee continued this hearing on MUNI overtime with a request that the Budget Analyst review the actual overtime costs included in Mr. Cheney's documents and report back to the Committee.

4. The limitation on overtime pay and holiday pay (holiday pay, like overtime, is paid at a time and one-half as a premium for working on holidays to provide full service) is based on regular straight time salaries. The Budget Analyst's analysis of overtime examined the latest, full fiscal year, 1990-91. A full one-year period was examined in order to eliminate seasonal fluctuations. Mr. Cheney's analysis was based on fourteen months of data, including fiscal year 1990-91 and July and August, 1991 of fiscal year 1991-92.

5. MUNI's 1990-91 budget for salaries, holiday pay and overtime pay is as follows:

<u>Division</u>	<u>Salaries</u>	<u>Salaries</u>	<u>Holiday</u>	<u>Overtime</u>	<u>Total</u>	<u>Holiday</u>
		<u>Percent</u>			<u>Holiday</u>	<u>and</u>
					<u>and</u>	<u>Overtime</u>
					<u>Percent</u>	
Transportation	\$99,063,636	68	\$481,336	\$474,038	\$955,374	26
Administration and						
Engineering	2,958,702	2	30,976	21,823	52,799	2
Maintenance	<u>44,033,124</u>	<u>30</u>	<u>1,069,382</u>	<u>1,569,801</u>	<u>2,639,183</u>	<u>72</u>
Department Total	\$146,055,462	100	\$1,581,694	\$2,065,662	\$3,647,356	100

As reflected above, 30 percent of MUNI salaries and 72 percent of holiday/overtime pay are budgeted in the Maintenance Division.

6. The Maintenance Division's 1990-91 budget is further broken down into Section budgets as follows:

BOARD OF SUPERVISORS
BUDGET ANALYST

Section	Salaries		Holiday	Overtime	Total Holiday and Overtime	Holiday and Overtime Percent
	Salaries	Percent			Overtime	Percent
Admin Services	\$1,085,170	2	\$2,961	\$58,025	\$60,986	2
Automotive (Diesel)	11,255,568	26	370,170	774,682	1,144,852	43
Trolley	5,454,294	12	230,390	98,783	329,173	13
Light Rail Vehicle	12,445,819	28	212,561	87,497	300,058	11
Cable Car	3,347,729	8	74,434	334,172	408,606	16
Structures	7,907,612	18	108,210	157,176	265,386	10
Power and Way	<u>2,536,932</u>	<u>6</u>	<u>70,656</u>	<u>59,466</u>	<u>130,122</u>	<u>5</u>
	\$44,033,124	100	\$1,069,382	\$1,569,801	\$2,639,183	100

7. Mr. Cheney's analysis is of the Automotive (or Diesel) Section which is budgeted for 26 percent of all Maintenance Division salaries and 43 percent of overtime and holiday pay. Subtracting the \$230,182 (approximately two percent of total salaries of \$11,255,568) budget for salaries for Miscellaneous employees in the Automotive Section, leaves the following budget (approximately 98 percent of total salaries plus 100 percent of Holiday/Overtime Pay) for Craft employees in the Automotive Section that actually perform the day-to-day maintenance functions:

Craft Salaries	<u>\$11,025,386</u>
Craft Holiday Pay	\$370,170
Craft Overtime Pay	<u>774,682</u>
Total Holiday and Overtime	\$1,144,852

Thus, the holiday/overtime budget for the Automotive Section represents approximately one hour of holiday/overtime work for every 14.45 hours of regular work (\$1,144,852 divided by one and one-half to convert holiday/overtime to straight time equals \$763,235; the ratio of \$763,235 for holiday/overtime to \$11,025,386 for regular work is one to approximately 14.45). Expressed as a percentage, on average, the Automotive Section holiday/overtime budget for hours of work is approximately 6.9 percent of the budget for regular hours of work as compared to the Administrative Code limitation per employee of 16 percent.

8. The following table details a comparison of actual holiday/overtime pay to regular pay for the 46 supervisors and 243 workers in the Automotive Section, by classification. The table also shows a tally of the number of employees in each classification that received holiday/overtime pay below

	Number of <u>Employees</u>	Regular <u>Pay</u>	Holiday <u>Pay</u>	Overtime <u>Pay</u>	Total Holiday and Overtime <u>Pay</u>	Percent Holiday and Overtime <u>Hours</u>	Percent of Holiday/Overtime to Regular Pay Highest Percent Paid		
							16% or <u>Less</u>	Over 16%	
<u>Supervisors</u>									
7228 Auto. Tran. Shop. Supr.	5	\$316,034	\$5,392	\$23,173	\$28,565	6.0	5	0	9
7249 Auto. Mech. Supr. I	7	412,708	17,879	39,841	57,720	9.3	6	1	17
7254 Auto. Mach. Supr. I	1	70,094	3,315	3,589	6,904	6.6	1	0	7
7264 Auto. Body and Fender Supr. I	1	59,462	1,029	1,530	2,559	2.9	1	0	3
7340 Maint. Contr.	11	603,702	23,095	55,647	78,742	8.7	11	0	13
7382 Auto Mech. Asst. Supr.	12	613,618	13,013	59,390	72,403	7.9	12	0	15
7412 Auto. Svc. Wkr. Asst. Supr.	5	180,003	9,192	23,289	32,481	12.0	5	0	15
9106 Tran. Car Cleaner Supr I	1	38,411	1,567	6,913	8,480	14.7	1	0	15
7381 Auto Mech (Acting Supervisor*)	3	<u>125,847</u>	<u>2,253</u>	<u>17,255</u>	<u>19,508</u>	10.3	<u>3</u>	<u>0</u>	15
Total - Supervisors	46	\$2,419,879	\$76,735	\$230,627	\$307,362	6.4	45	1	
<u>Worker</u>									
7306 Auto Body and Fender Wkr.	14	\$515,946	\$8,604	\$17,295	\$25,899	3.3	14	0	8
7309 Car and Auto Painter	5	166,633	2,910	2,847	5,757	2.3	5	0	7
7313 Auto Machinist	22	766,154	11,021	40,973	51,994	4.5	22	0	9
7381 Auto Mechanic	96	3,974,742	103,762	227,060	330,822	5.5	96	1	16
7390 Welder	1	44,356	1,024	1,216	2,240	3.4	1	0	3
7410 Auto Service Worker	90	2,762,216	99,301	277,597	376,898	9.1	81	9	22
9102 Tran. Car Cleaner	<u>15</u>	<u>389,438</u>	<u>5,945</u>	<u>23,333</u>	<u>29,278</u>	5.0	<u>15</u>	<u>0</u>	10
Total - Workers	243	\$8,619,485	\$232,567	\$590,321	\$822,888	8.5	233	10	
Total	289	\$11,039,364	\$309,302	\$820,948	\$1,130,250	10.2	278	11	

* According to Mr. Cheney, three workers in the 7381 Auto Mechanic classification served as "acting" supervisors.

General Information

1. Name of the Institution: _____

2. Date of the Report: _____

3. Name of the Student: _____

4. Name of the Teacher: _____

5. Title of the Project: _____

6. Objectives of the Project: _____

7. Methodology: _____

8. Results and Discussion: _____

9. Conclusion: _____

10. References: _____

11. Appendix: _____

12. Acknowledgments: _____

13. Bibliography: _____

14. Glossary: _____

15. Index: _____

16. List of Figures: _____

17. List of Tables: _____

18. List of Equations: _____

19. List of Symbols: _____

20. List of Abbreviations: _____

21. List of Acronyms: _____

22. List of Initials: _____

23. List of Roman Numerals: _____

24. List of Greek Letters: _____

25. List of Chemical Formulas: _____

26. List of Mathematical Symbols: _____

27. List of Units: _____

28. List of Constants: _____

29. List of Variables: _____

30. List of Parameters: _____

and above the 16 percent Administrative Code limitation and the highest percentage paid in each classification.

As reflected in the table above, in 1990-91, one Automotive Section supervisor out of a total of 46 worked holiday/overtime hours in excess of the Administrative Code limit of 16 percent of regular time hours. Ten workers out of 243 worked holiday overtime hours in excess of the 16 percent limit. According to the Administrative Code, the appointing officer must authorize holiday/overtime work in excess of the 16 percent limit in writing. MUNI's explanations of their holiday/overtime usage in 1990-91 is explained in their letter to the Board of Supervisors dated November 12, 1991 which is attached (Attachment 1).

9. The following table is a summary of the above data for fiscal year 1990-91 in the same format as Mr. Cheney's October 10, 1991 memo which is attached (Attachment 2):

Overtime Earning Breakdowns

Supervisor Employees	46	
Supervisor Holiday/Overtime Actually Paid	\$307,362	
Total Holiday/Overtime Actually Paid (Supervisors and Workers)	\$1,130,250	
Supervisors Compose	16%	of total employees
Supervisors Receive	27%	of overtime pay
Worker Employees	243	
Worker Holiday/Overtime Actually Paid	\$822,888	
Workers Compose	84%	of total employees
Workers Receive	73%	of overtime pay

Top Ten Percent Holiday/Overtime Earners

Supervisor 10%	5	employees
Total Earnings	\$68,662	
Average	\$13,732	
Percent of Total Paid	6.1%	
Percent of Total Employees	1.7%	
Worker 10%	24	employees
Total Earnings	\$218,631	
Average	\$9,110	
Percent of Total Paid	19.3%	
Percent of Total Employees	8.3%	

BOARD OF SUPERVISORS
BUDGET ANALYST

The following is a list of the names of the persons who have been appointed to the various committees of the Board of Directors of the Corporation.

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Committee on Finance

Chairman: Mr. J. H. Smith
Members: Mr. A. B. Jones, Mr. C. D. Brown, Mr. E. F. Green

Committee on Management

Chairman: Mr. J. H. Smith
Members: Mr. A. B. Jones, Mr. C. D. Brown, Mr. E. F. Green

Committee on Marketing

Chairman: Mr. J. H. Smith
Members: Mr. A. B. Jones, Mr. C. D. Brown, Mr. E. F. Green

Committee on Research and Development

Chairman: Mr. J. H. Smith
Members: Mr. A. B. Jones, Mr. C. D. Brown, Mr. E. F. Green

Chairman: Mr. J. H. Smith
Members: Mr. A. B. Jones, Mr. C. D. Brown, Mr. E. F. Green

Top Twenty Percent Holiday/Overtime Earners

Supervisor 20%	9 employees
Total Earnings	\$109,044
Average	\$12,116
Percent of Total Paid	9.6%
Percent of Total Employees	3.1%
Worker 20%	49 employees
Total Earnings	\$372,979
Average	\$7,611
Percent of Total Paid	33.0%
Percent of Total Employees	17.0%

Bus Cleaning, Repairs and Painting

	<u>Number of Employees</u>	<u>Holiday/Overtime Paid in 1990-91</u>
9102 Tran. Car Cleaner	15	\$29,278
7306 Auto, Body and Fender Worker	14	25,899
7309 Car and Auto Painter	5	<u>5,757</u>
Total	34	\$60,934

10. Although the actual amounts varied slightly, the Budget Analyst's analysis of the Automotive Section holiday/overtime paid in 1990-91 generally agrees with and confirms the data in Mr. Cheney's October 10, 1991 memo, as reflected in Attachment 2.

11. Mr. Cheney concludes (in his October 10, 1991 memo) that although supervisors compose only 16 percent of the Automotive Section staff (Craft classifications), they receive 28 percent of the holiday/overtime dollars actually paid out for administrative and supervisory activities which, according to Mr. Cheney, do not result in actual improvements to MUNI's fleet of diesel buses. Mr. Cheney reports that 72 percent (100 percent less 28 percent) of the holiday/overtime dollars actually paid out were for direct improvements to the diesel buses. The Budget Analyst has computed 27 percent for administrative and supervisory activities and 73 percent for workers.

12. Based on Mr. Cheney's selection of the three classifications that perform maintenance activities that affect the appearance of diesel buses, only \$59,000, or 4.8 percent, of the \$1,218,900 total holiday/overtime paid for all diesel bus maintenance is for cleanliness and presentability of the buses to the citizens of San Francisco that ride the buses. The Budget Analyst's analysis shows that \$60,934 or 5.4 percent was spent for these activities.



SAN FRANCISCO MUNICIPAL RAILWAY 949 PRESIDIO AVENUE, SAN FRANCISCO, CALIF. 94115 415-673-6864



November 12, 1991

Honorable Jim Gonzales, Chairman
Finance Committee
Board of Supervisors
235 City Hall
San Francisco, CA 94102

THRU: Thomas J. Elzey *Thomas J. Elzey*
General Manager
Public Utilities Commission

Dear Supervisor Gonzales:

I am writing to you regarding your request for a hearing on the overtime (OT) policies and expenditures of the Municipal Railway (MUNI).

Attached, please find a report that outlines the categories of OT expended by the MUNI, general description of OT consuming events, and an explanation of the OT used for High OT "users" in fiscal years 1989-90, 1990-91 and 1991-92 year to date as of September 30, 1991.

The MUNI's Deputy General Manager for Administration, Mr. Phil Chin will present our report and will respond to any questions you may have. Various General Superintendents from the Maintenance Division will also be available to provide you and other Finance Committee Members with any additional information you may require.

Should you require any information that cannot be provided to you at the hearing, please do not hesitate to give me a call.

Thank you for your interest and concern with the Municipal Railway.

Sincerely,

Johnny B. Stein
Johnny B. Stein
General Manager

JBS:PC:em

cc: Honorable Kevin Shelley
Honorable Terence Hallinan
John Taylor, Clerk, Board of Supervisors
Joni Blanchard, Clerk, Finance Committee
Deborah Newman, Office of the Budget Analyst ✓
Phil Adams
Kathleen Kelly
File

OVERTIME REPORT
FOR THE
MUNICIPAL RAILWAY

I. Introduction

A. Breakdown of MUNI OT Categories

1. Platform - All Muni Operators
2. Non-Platform - All Muni miscellaneous and crafts employees

B. Provisions of Ordinance (Sec. 18.13 S.F. Administrative Code)

1. Over 16% of hours
= 24% of pay
2. 9163 Transit Operators and 9139 Transit Supervisors are exempt (9163's are platform and 9139's are miscellaneous employees)

C. General Policies of Transportation Division

1. 9163 Transit Operators - by request, on a rotation basis, administered by Division Chair per MOU/side letter.
2. 9139 Transit Supervisors - by request, on a rotation basis, except where operational needs dictate, by Division Manager per MOU/side letter.
3. 9131 Transit Station Agents - by request, on a rotation basis, administered by Division Manager, per MOU/side letter.

Since the OT use of platform employees (9163 Transit Operators) is specifically exempted from monitoring by provisions of Administration Code Section 18.13, a detailed position discussion and explanation of OT use by platform employees will not be included in this report. By way of general information, MUNI's platform OT budget is \$454,000 for the current fiscal year (1991-92), an amount that is not likely to result in any year-end surplus. In past years, extraordinary service demands have required MUNI to fully exhaust its OT line item and shift other funds into this category.

D. General Policies Administration/Engineering Divisions

1. By assignment of Division Manager as dictated by need (volume of work, emergency conditions, vacant positions, etc.). This division expends very little overtime.

E. General Policies of Maintenance Division

1. By assignment in three categories
 - a) Programmatic - planned in advance, generally scheduled off-peak or nights/weekends; such as Castro Crossover and work on Subway standpipes.
 - b) Emergencies - to cover open shifts in order to maintain level of service; includes vacations, absences, terminations, etc.
 - c) Extraordinary Emergencies - unplanned events that generally require immediate response.
2. Approval is made by first line supervisor up to the limit set by Board. Approval of General Superintendent is required to go over that amount. Each division has a weekly limit.
3. Allocation of all OT is generally consistent with provisions of MOU's. Nine unions are involved (250A, 790, 1305 and six others). In certain cases (Local 6 IBEW), "pyramiding" provisions of agreements rapidly escalate OT, e.g. 10% swing, 15% graveyard (1 hr. graveyard = whole shift graveyard), 15% Saturday, and 30% Sunday. In the case of 7410 Automotive Service Workers, Shop Steward maintains rotation list.
4. Background on Maintenance OT
 - a) Budget cuts in 1987-88 resulted in a 13% reduction of workforce (about 60 positions). A 3% cut in service was budgeted but was subsequently restored so maintenance demand remained over the budgeted staffing level by 13%. This OT "burden" has essentially continued to this point.

- b) During the last 2 years 6 additional positions, a 7120 Building & Grounds Superintendent, a 7288 Signal system Maintenance Superintendent and four 1853 EDP clerks were eliminated.
 - c) During the same period 130 new wheelchair lift-equipped buses were added and the deferred maintenance of the 1986 M.A.N. artics was necessitated; this resulted in increased staffing needs to the tune of 10 positions that were never filled.
 - d) In spite of these changes overtime in 1990-91 represented an estimated reduction of about 50% from 1987 (roughly \$2.5M down to \$1.6M). This was achieved through improved efficiencies.
5. OT "Generators" - these are the events or phenomena that have resulted in the greatest use of excessive overtime.
- a) Extra Service - through the first 4 months of 1991-92, unscheduled motor coach demand represented a 22.6% increase over scheduled motor coach demand. 49er and Giants games, Central Freeway demolition, numerous concerts, races and parades, Fleet week, fireworks, and a number of construction projects all resulted in additional service demands.
 - b) Start up of New Division - in late July and August, the new Army Roadcall Division was inaugurated, centralizing road call functions in one dedicated division rather than three operating divisions. This resulted in a tremendous OT "bulge" as supervisory personnel and craft personnel developed and perfected operating policies and practices.
 - c) Castro Cross-Over Project - project to replace special track work, electrical overhead work, and signal control system required extensive OT from track crews, engineers, electronic techs, inspectors, and other maintenance personnel, as well as OT from Transit Supervisors and operating personnel. Work on the Castro Cross-over is the biggest single "User" of OT this fiscal year.

- d) Subway Wet Standpipe Replacement - work required extensive use of track crews, engineers, inspectors, maintenance and clean-up crews during evening and night hours.
- e) Equipment Defects - M.A.N. articulated coaches have required more engine and transmission work due to deferred maintenance; LRV's have required increased maintenance due to deterioration and age.
- f) Potrero Rehabilitation - the major rehabilitation of Potrero Division while it remained in service required constant adjustment and changes in work practices.
- g) Cable Machinery/Rope Breakdowns - wear, and replacement cycle requires periodic replacement of cable and cable machinery components in turn requiring extensive overtime use. Two periods required extensive OT.
- h) Testing - tests ranging from the operation of ventilation fans in the Metro subway to the effectiveness of non-asbestos Cable Car brakes generally must be conducted when the affected systems are shut down. They are almost always conducted during evenings, nights and/or weekends.

II. Non-Platform Overtime Expenditures By Year and Category

A. 1989-1990

1. Budgeted Non-Platform Total	\$1,854,409
2. Expended Non-Platform Total	\$2,384,000
3. High-Users	\$ 230,995.46 (9.7% of total expended)

B. 1990-1991

1. Budgeted Non-Platform Total	\$1,900,000
2. Expended Non-Platform Total	\$2,200,000
3. High-Users	\$ 88,964.87 (4% of total)

C. 1991-1992 YTD

1. Budgeted Non-Platform Total	\$1,942,298.
2. Expended Non-Platform YTD	\$ 592,000. (30.4% of total)
3. High Users YTD	\$ 121,402. (6.2% of total 20% of YTD)

III. Overtime Use Explanations by Year

The following are position by position explanations of the work requirements that resulted in the individuals or groups of individuals accumulating excessive overtime.

A. 1989-90

5202 - Jr. Civil Engineer	42%
Miscoding error - UEB Position	
5208 - Civil Engineer	32%
(Same as above)	
9124 - Sr. Transit Information Clerk	24.4%
Shortage of staff due to cuts, only 1 position of 9124 filled at that time.	
9139 - Transit Supervisors (3 pos.)	24.5%
Open shifts at divisions and Central Control. All Three were dispatchers filling open shifts (1 at Central Control 2 at Divisions).	26.7% 32.5%
7381 - Automotive Mechanic (7 pos.)	39.4%
Deferred Maintenance Program (rebuild of M.A.N. engines and transmissions) at Flynn Division	27.1% 31.5% 49.0% 25.0% 26.5% 31.2%

7382 - Automotive Mechanic Assistant 25.8%
Supervisor

Kirkland Division experienced a 20% loss in personnel.

7410 - Automotive Service Worker (2 pos.) 25.4%

Kirkland down 20% in staff 26.2%

7412 - Automotive Service Worker 29.8%
Assistant Supervisor
(see above)

7472 - Wire Rope Cable Maintenance 38.4%
Mechanic (4 pos.) 25.0%
26.9%
32.5%

Cable Car #16 Festival, wire rope
splice & repair jobs on Powell, Hyde and
California cables, movie ("Final Analysis").

7473 - Wire Rope Cable Maintenance 32.1%
Mechanic Trainee (2 pos.) 27.2%
(See Above)

B. 1990-91

1424 - Clerk Typist 30.0%

Charged with overtime fraud
and dismissed on 12/18/90
for cause.

6235 - Heating & Ventilation Inspector 31.2%

Metro asbestos, Green Center
heating and vent improvements,
Green fire safety and Metro
sprinkler projects. Much of this
work had to be done when system
was shut down or at minimal usage.

2716 - Custodial Assistant Supervisor 32.6%

Served as Acting Custodial Service Supervisor to fill vacant position and worked OT to fill another open shift for 2716.

7283 - Track Maintenance Supervisor 51.5%

Stand pipe replacement, Embarcadero Cross-over, J Line Extension, K-Line switch.

7318 - Electronic Maintenance Technician 25.2%

Cable Car Vehicle Locator, and LRV brake conversion (asbestos to non-asbestos). Much of the work had to be done at night.

7355 - Truck Driver/Equipment Maintenance Supervisor 36.7%

K-Line track/switch replacement
Embarcadero Crossover switch
Car 16 celebration.

7410 - Automotive Service Worker (2 pos.) 25.1%
26.8%

Work furlough assistance, steam cleaning of M.A.N. engines (head gasket and transmission problems)

7472 - Wire Rope Cable Maintenance Mechanic 27.8%

Splice new Powell Cable, shift coverage for vacations and sick leave.

C. 1991-92 YTD

1452 - Executive Secretary 25.1%

Loss of two clerical positions in Transportation/Administration offices, additional hours due to work of General Manager and Deputy General Managers.

5202 - Jr. Civil Engineer 26.9%

Coding error, UEB employee

5346 - Mechanical Engineer 72.1%

Wet standpipe replacement on
Subway, inspection and supervision
of work on Castro Crossover.

6235 - Heating & Ventilation Inspectors 75.1%
(2 pos.) 34.7%

Wet standpipe replacement on
Subway, inspection and supervision of
work on Castro Crossover.

7283 - Track Maintenance Supervisor 67.9%

Embarcadero Cross-over, Castro
Crossover, Subway wet standpipe work,
J line extension.

9139 - Transit Supervisor(s) (5) 27.7%

24.6%
Castro Crossover, wet standpipe work 25.5%
and shift coverage at Divisions 30.3%
and Central Control. 33.8%

2716 - Custodial Assistant Supervisor 25.9%

Filled in as 2720 Janitorial
Services Supervisor because
position was open. Also continued
to perform his own job and covered
open shift of other 2716.

3417 - Gardener 24.2%

Sheriffs Department work furlough
program (Sheriffs Work Alternative Program)

7382 - Automotive Mechanic Assistant 61.3
Supervisor (2 pos.)

Start up of new Road Call Division 35.1
pulling personnel from 3 existing
diesel divisions. Training of both
mechanics and supervisors. Start up
followed by Fleet Week, Columbus Day
Parade, 49er games and other special
events. As transferred personnel
adapt to new working regimen, OT
use will be stabilized. All
personnel will be able to go on
road calls alone and new supervisor
has been assigned.

7410 - Automotive Service Worker (6 pos.) 25.2

(See above explanation) 28.0

27.7

37.3

Also covering open shifts due to 36.3
vacations, extended sick leave, 31.0
and terminations at Flynn.

0122Y/pp1-8

October 10, 1991

The following breakdowns derived from San Francisco MUNI payroll records and shop print outs. Errors may occur, when noted corrections will be posted,

OVERTIME EARNING BREAKDOWNS - JULY 1990 thru AUGUST 1991


management employees	44
management overtime	\$343,123.00
 total overtime budget	 \$1,218,900.00
 management composes	 16% of employees
management recieves	28% of overtime pay
 worker employees	 225
worker overtime	\$875,778.00
 workers compose	 84% of employees
workers recieves	72% of overtime

TOP TEN PERCENT EARNERS

management 10%	4 employees
total earnings	\$68,000.00
average	\$17,000.00
% of total C.T. budget	5.5%
% of total employees	1.5%
 worker 10%	 22 employees
total earnings	\$215,630.00
average	\$9,800.00
% of total O.T. budget	17.7%
% of total employees	8%

TOP TWENTY PERCENT EARNERS

management 20%	8 employees
total earnings	\$115,241.00
average	\$14,400.00
% of total O.T. budget	9.5%
% of total employees	3%
 worker 20%	 44 employees
total earnings	\$358,487.00
average	\$8,147.00
% of total O.T. budget	29%
% of total employees	16%


michael cheney
civil servant

October 10, 1991,

The following Civil Service classifications are assigned to San Francisco MUNI Diesel Division, and are deployed for cleaning buses, repairing bus body damage and bus painting. Individual overtime earnings and their combined totals are listed. Number of employees in classification noted. For July 90-August 91.

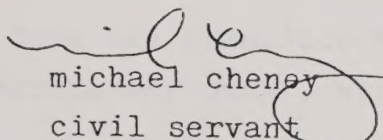
9102 transit car cleaner - 15 employees -	\$29,584.00 - O.T.
7306 auto body & fender - 14 employees -	\$24,893.00 - O.T.
7309 car & auto painter - 3 employees -	\$4,523.00 - O.T.
<u>totals - 32 employees -</u>	<u>\$59,000.00 - O.T.</u>

MUNI DIESEL DIVISION SUPERVIROR OVERTIME PAY - JULY 90- AUGUST 91

TOP \$FOUR SUPERVISORS COMBINED PAY - OVERTIME- \$68,000.00

32 SUPERVISORS COMBINED PAY - OVERTIME- \$280,000.00

Above figures and percentages derived from San Francisco MUNI payroll records and shop print outs. Errors may occur, when noted corrections will be posted.


michael cheney
civil servant

March 10, 1911

The following list of persons who have been
admitted to the office of the
Recorder of Deeds for the year 1911 is
herewith submitted for your information.

1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901
1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901
1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901
1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901

THE STATE OF TEXAS,
COUNTY OF _____
I, _____, Clerk of the County,
do hereby certify that the foregoing is a
true and correct copy of the original
record of the same.

Witness my hand and the seal of the County
at _____, Texas, this _____ day of _____, 1911.

[Signature]
Clerk of the County

October 10, 1991

The following formula is derived from the San Francisco Board of Supervisor Ordinance No. 211-88, passed May 23, 1988. It sets the overtime earning limit of city employees, once passed written accountability must be put forward.

Overtime Pay (O.T. hours worked x 1.5 base hourly rate)

Base pay (reg. hours x base hourly rate) x 0.16 x 1.5 (O.T. factor)

Below is the Ordinance tripwire formula with MUNI Diesel Divisions top four overtime earners of the supervisors. (July 90- June 91)

\$ 54, 026.00 overtime earnings

\$ 257,405.00 base pay x 0.16 x 1.5

this equals;

\$ 54, 026.00 overtime earnings

\$ 61, 777.00 ordinance tripwire

this equals:

87.5 % of the ordinance tripwire.

This places in question whether MUNI Diesel Division levels of supervisory overtime reflect true needs, or metered response to overtime ordinance no. 211-88. Three of the four supervisors in the top four, are from the same shop.

Above figures and percentages derived from San Francisco MUNI payroll records and shop print outs. Errors may occur, when noted corrections will be posted.


michael cheney
civil servant



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